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SECRET

DIR-9990

21 December 1967

MEMORANDUM FOR: Director of Training

THROUGH : Chief, Operations School

SUBJECT : Course Report - CS Records II #2-68, 11 - 15 December 1967

Student Body

1. Twenty-five students completed the course. Their grades ranged from GS-04 through GS-14, averaging GS-06. Their length of service ranged from a few months to nineteen years, averaging four years. Three students cancelled before the course began, and a fourth was forced to withdraw because of a schedule conflict. He expects to return for the next running of the course.

Course Curriculum

2. There were no changes in the curriculum.

Course Conduct

3. No changes were made from preceding classes.

Instructors

25X1A9a

4. Mr. [redacted] OS/OSD, was not available because of an unexpected TDY assignment. His place was taken by Mr. [redacted] 25X1A9a

25X1A9a [redacted], Supervisor of the Support Branch, OSD, who made a very effective presentation on extremely short notice.

Chief Instructor's Comments

5. This was a most interesting and rewarding class, despite its size. This is the second time that we have had so large a non-CT class, and, as before, our facilities were stretched to the limit. However, the students were alert and cooperative and the give and take in discussio 25X1A6a both lively and valuable. One student, who had served in [redacted] during the recent crisis, enlivened the practical exercise with descriptions of the files and other records facilities available there.

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6. Recent reorganization in CRS (formerly OCR) has reached the point at which the training film, "An Exercise in Name Checking," will have to be dropped from the schedule. No substitute is immediately available. However, we plan to introduce a new element into the talks which comprise most of the first day of the course. CI/[redacted] has hitherto been described but not represented. We expect to look into its possibilities as an hour-long lecture in the name-trace presentation.

25X1A

[redacted]

Chief Instructor

25X1A9a

Attachments: (w/orig. only)
A. Course Schedule
B. Roster of Students

25X1A

Distribution:
Original - DTR
1 - DDP[redacted]
1 - CI/[redacted] - Mr. [redacted]
1 - R/TR
1 - C/OS/TR
1 - Course File
1 - Chrono

25X1A9a



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